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55-2776
2617307

5 February 1959

MEMORANDUM FOR: Comptroller

SUBJECT : Personnel Ceiling Objectives, Office of the
Comptroller, FY 1959 and FY 1960

REFERENCE : a) Memo dtd ^{30 Dec 1958} 2 Jan 59 to DD/S from Act. Compt.,
subj: Impact of proposed Reduction of
Personnel Ceilings

b) Memo dtd 28 Jan 59 to DD/I, DD/P, DD/S, DD/C
from DCI, subj: Program for Greater
Efficiency in CIA

c) Memo dtd 29 Jan 59 to Compt. from DD/S, subj:
Increase in Personnel Ceiling, Office of the
Comptroller

1. Pursuant to our recent review of the manpower requirements of your Office in relation to the need to reduce the Agency personnel ceiling, the following end-of-fiscal-year ceiling objectives are established for the Office of the Comptroller.

	<u>Present Ceiling</u>	<u>Ceiling Objectives</u>	
		FY 1959	FY 1960
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			25X9A2

2. These objectives, based on a one per cent reduction in FY 1959, and no reduction in FY 1960 except the return of the two ceiling positions recently added to your ceiling to cover the temporary detail of two people to the Management Staff, are established to provide direction to your operation and planning. They are subject to revision as we proceed with the concentrated

25X9A2

1960 1961

DOC	14	REV DATE	31-3-81	FY	006-71
ORIG COMP	5	38	01		
ORIG CLASS	5	8	CLASS	S	
JUST	23	NEXT REV	2011	AUTH	HR 202


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program for greater efficiency in CIA as outlined in the Director's memorandum of 28 January 1959 (reference b).

3. Where you take the FY 1959 reduction of four is up to you. It does seem to me, however, that no reduction should be made in the Machine Records Division without a corresponding reduction in workload, and that the allotment of twenty people to the Technical Accounting and Financial Analysis Staffs is high.

4. The improvement of efficiency throughout your operation is a continuing objective and should be a principal focus of your personal effort at all times. I hope that as you can you will come up with further recommendations stemming from that effort.


L. K. WHITE
Deputy Director
(Support)

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